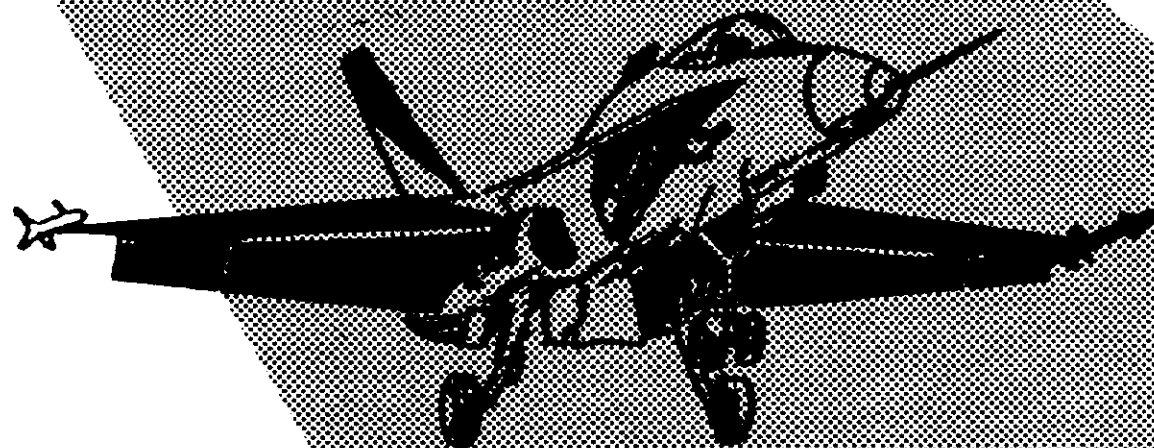
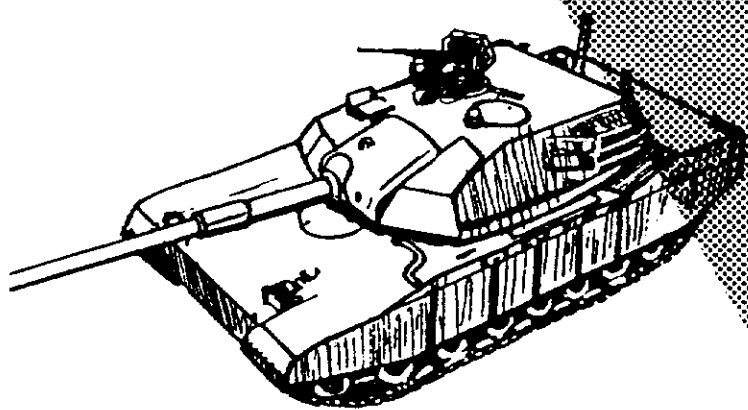
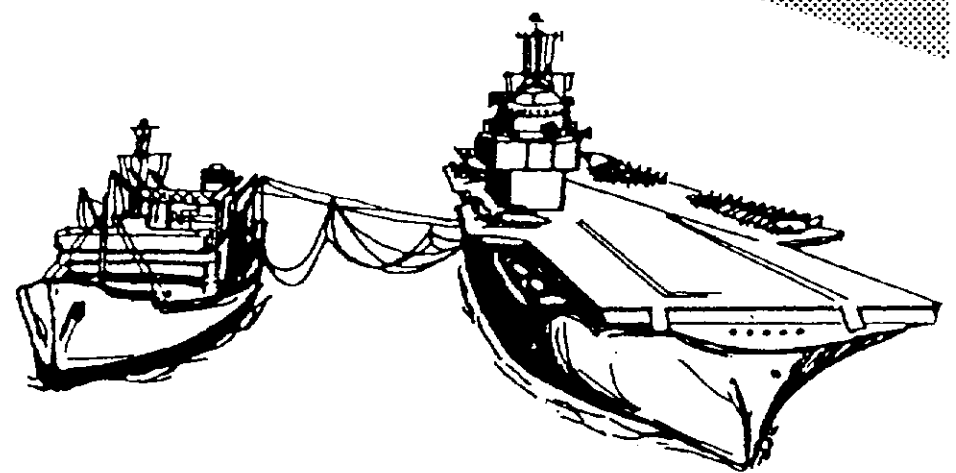
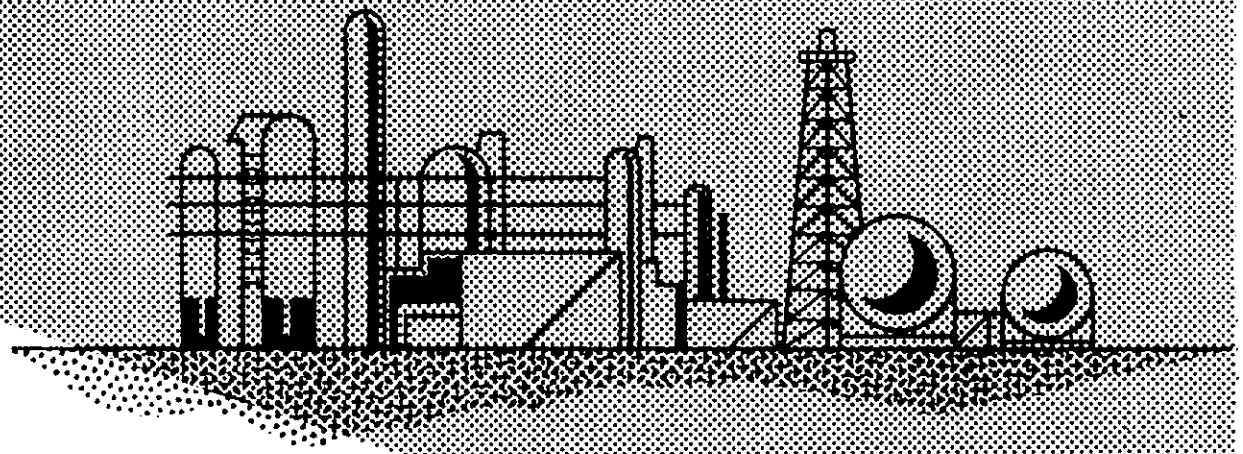


DoD 4140.25-M

JULY 1988

MANAGEMENT OF BULK PETROLEUM PRODUCTS, STORAGE, AND DISTRIBUTION FACILITIES



DEPARTMENT OF DEFENSE
OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
(PRODUCTION AND LOGISTICS)



THE OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
WASHINGTON, D.C. 20301-8000

PRODUCTION AND
LOGISTICS

(L/EP)

JUL 08 1988

FOREWORD

This manual is issued under the authority of DoD Directives: 4140.25, 'Management of Bulk Petroleum Products, Storage, and Distribution Facilities, " May 15, 1980; 4220.7, "Bulk petroleum supply, " June 10, 1987; and 4000.25, "Administration of Defense Logistics Standard Systems, " November 18, 1983. Its purpose is to prescribe policies and procedures which govern the management of bulk petroleum products, storage, and distribution facilities, and the Military Standard Petroleum System (MILSPETS).

DoD Manual 4140. 25-M, "Procedures For The Management of Petroleum Products, " December 20, 1978, and changes 1 through 8 are hereby canceled.

The provisions of this manual apply to the Office of the Secretary of Defense (OSD), the Military Departments, the Organization of the Joint Chiefs of Staff (OJCS), the Unified and Specified Commands, and the Defense Agencies (hereafter referred to as "DoD Components").

This manual is effective immediately and is mandatory for use by all DoD Components. Heads of DoD Components may issue supplementary instructions only when necessary in support of unique requirements within their respective Components.

Procedures to be followed for submittal of proposed changes and distribution instructions are contained in this manual's administrative instructions.


John A. Mittino
Deputy Assistant Secretary
(Logistics)

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Air Force: F

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APPENDIX D - INDEX

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ACRONYMS AND ABBREVIATIONS

Acronym or Abbreviation

Definition

A A C	Activity Address Code
ACO	Administrative Contracting Officer
A F	Air Force
AGRMT LINO	Agreement Line Item Number
ANMCC	Alternate National Military Command Center
API	American Petroleum Institute
ASD(C)	Assistant Secretary of Defense (Comptroller)
ASD(P&L)	Assistant Secretary of Defense (Production and Logistics)
ASTM	American Society for Testing and Materials
AUTODIN	Automatic Digital Network
AVFUELS	Aviation Fuels
BEP	Basic Emergency Plan
BFMO	Base Fuels Management Officer
B/L	Bill of Lading
BPH	Barrels Per Hour
CAO	Contract Administrative Office
CBL	Commercial Bill of Lading
CENTCOM	Central Command
CEOA	Central European Operating Agency
CD	Code
CINC	Commander in Chief
CINCEUR	Commander in Chief Europe
CINCPAC	Commander in Chief Pacific
CLIN	Contract Line Item Number
COB	Collocated Bases
CoC	Certificate of Conformance
Coco	Contractor-Owned Contractor-Operated
COMSC	Commanding Officer Military Sealift Command
CONUS	Continental United States
COR	Contracting Officer's Representative
DAAS	Defense Automated Addressing System
DAS D	Deputy Assistant Secretary of Defense
DCAS	Defense Contract Administration Services
DCASR	Defense Contract Administration Services Region
DDR	Daily Demand Rate
DFAMS	Defense Fuel Automated Management System
DFR	Defense Fuel Region

Acronym or
Abbreviation

Definition

DFSC	Defense Fuel Supply Center
DFSP	Defense Fuel Support Point
DGSC	Defense General Supply Center
DI	Document Identifier
DICP	Designated Intermediate Control Point
DIDS	Defense Integrated Data System
DISCON	Discrepancy in Shipment Confirmation
DLA	Defense Logistics Agency (Formerly DSA)
DLAR	Defense Logistics Agency Regulation
DLSC	Defense Logistics Service Center
Dec. No.	Document Number
DoD	Department of Defense
Do DAAC	Department of Defense Activity Address Code
Do DAAD	Department of Defense Activity Address Directory
DOE	Department of Energy
DOS	Days of Supply
DP	Distribution Plan
DPA	Distribution Plan Authorization
DRI S	Defense Regional Inter-Service Support
DRMO	Defense Reutilization and Marketing Office
DRMS	Defense Reutilization and Marketing' Service
DS F	Defense Stock Fund
DS O	Directorate of Supply Operations
EAMTMC	Eastern Area Military Traffic Management Command
EDP	Emergency Distribution Plan
EPGA	Emergency Petroleum and Gas Administration
ERQ	Economic Resupply Quantity
ERS	Emergency Relocation Site
EUCOM	European Command
FAA	Federal Aviation Agency
FAR	Federal Acquisition Regulation (Formerly DAR)
FE DAAC	Federal Civil Agency Activity Address Code
FEMA	Federal Emergency Management Agency
FG	Foreign Government
FMS	Foreign Military Sales
FOB	Free on Board
FS C	Federal Supply Class
FSCM	Federal Supply Code for Manufacturers

Acronym or
Abbreviation

Definition

FSCNM

Federal Supply Code for Non-Manufacturers

FS I

Final Shipment Indicator

FSII

Fuel System Icing Inhibitor

FS U

Floating Storage Unit

GAO

General Accounting Office

GBL

Government Bill of Lading

GOCO

Government-Owned Contractor-Operated

GOGO

Government-Owned Government-Operated

GPLD

Government Property Lost, Damaged or Destroyed

GSA

General Services Administration

HNS

Host Nation Support

IAD

Inventory Adjustment Document

IAW

In Accordance With

ICP

Inventory Control Point

IFB

Invitation For Bid

IG

Inspector General

ILP

International Logistics Program

IMM

Integrated Materiel Manager

IMP

Inventory Management Plan

INDC

Indicator

IPD

Issue Priority Designator

IPRB

Installations Planning and Review Board

ISA

Inter service Support Agreement

JCS

Joint Chiefs of Staff

JMPAB

Joint Materiel Priorities and Allocations Board

JPO

Joint Petroleum Office

JSOP

Joint Strategic Objective Plans

JTF

Joint Task Force

KS P

Key-to-Share Process

LANTCOM

Atlantic Command

L/T

Long Tons

LTLS

Less Than Truckload Shipments

MAP

Military Assistance Program

MGT

Management

MILCON

Military Construction

MILSPETS

Military Standard Petroleum System

MILSTRAP

Military Standard Transaction Reporting and Accounting Procedures

<u>Acronym or Abbreviation</u>	<u>Definition</u>
MI	Military Standard Requisitioning and Issue Procedures
MIPR	Military Interdepartmental Purchase Request
MI RR	Materiel Inspection and Receiving Report
Mou	Memorandum of Understanding
MS C	Military Sealift Command
MSCP	Military Service Control Point
MTMC	Military Traffic Management Command
NASA	National Aeronautics and Space Administration
NATO	North Atlantic Treaty Organization
NLT	No Later Than
No.	Number
NS N	National Stock Number
O&M	Operations, and Maintenance
OA	Obligation Authority
OCP	Overseas Control Point
OCR	Optical Character Recognition
OFR	Overseas Fuel Region
OJCS	Office of Joint Chief of Staff
OS D	Office of Secretary of Defense
P& A	Production and Logistics
PA	Property Administration
PACOM	Pacific Command
PAO	Peacetime Acquisition Objective
Pco	Procurement Contracting Officer/Provisioning Coordination Office
PD	Priority Designator
PDO	Property Disposal Officer
PIIN	Procurement Instrument Identification Number
POA	Peacetime Operating Assets
POL	Petroleum Oil Lubricants
POLCAP	P. O.L. Capabilities Report
POM	Program Objective Memorandum
Pos	Peacetime Operating Stock
PQA	Procurement Quality Assurance
PQS	Petroleum Quality Surveillance
PR	Purchase Request
Ps o	Peacetime Stock age Objective
PSOR	Peacetime Stockage Objective Requirement
PTQ	Pipeline Time Quantity



Acronym or
Abbreviation

Definition

PWRMR	Pre- Positioned War Reserve Materiel Requirement
PWRMS	Pre- Positioned War Reserve Materiel Stock
PWRMRB	Pre- Positioned War Reserve Materiel Requirement, Balance
PWRMRP	Pre- Positioned, War Reserve Materiel Requirement, Protectable
QA	Quality Assurance
QAR	Quality Assurance Representative
QAS	Quality Assurance "Specialist"
QR	Quality Representative
QS	Quality Surveillance
QSR	Quality Surveillance Representative
RCS	Report Control Symbol
RDD	Required Delivery Date
RDO	Redistribution Order
REPOL	Petroleum Damage and Deficiency Report
RFP	Requests for Proposal
RI	Routing Identifier
RIK	Replacement-in-Kind
RO	Requirements Objective
RP	Record Position
SAPO	Subarea Petroleum Office
SCP	Service Control Point
SDA	Static Dissipater Additive
SIOATH	Source Identification and Ordering Authorization
so	Supplementary Address
SOCOM	Southern Command
SUPAAC	Supplementary Activity Address Code
SUPPL ADDRESS	Supplementary Address
TAD	Type Activity Designator
TC	Tank Car
TDR	Transportation Discrepancy Report
TRO	Terminal Release Order
TSN	Transaction Sequence Number
TT	Tank Truck
UI	Unit of Issue
UMMIPS	Uniform Materiel Movement and Issue Priority Systems
UNCL	Unclassified
UNREP	Underway Replenishment

Acronym or
Abbreviation

Definition

U.S.	United States
USN	United States Navy
VESAAC	Vessel Activity Address Code
WAS	Weekly Arrival Schedule
WISP	Worldwide Inventory and Storage Plan
WMR	War Materiel Requirement
WMPC	War Materiel Procurement Capability
WRMR	War Reserve Materiel Requirement
WTO	World Treaty Organization

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DEFINITIONS AND TERMS

ACCOUNTABLE OFFICER. An individual, either civilian or military, **required** to assure that accurate recording of property transactions is accomplished and current records pertaining thereto are maintained. (Accountability is concerned primarily with records, while responsibility is concerned primarily with custody, care and safekeeping.) (See Responsible Officer.)

ALLOWABLE DETERIORATION LIMIT (USE LIMIT). The extent that properties of a product may deteriorate without requiring downgrading or rendering the product unusable for its intended use.

ALONGSIDE AIRCRAFT FUEL DELIVERY. The transportation of **Government-**owned fuel from a storage facility, and its delivery into the fuel tanks of an aircraft. Charges for this service do not include the cost of the fuel.

AVIATION FUELS. Those refined petroleum products specifically **formulated** and blended for use in aircraft engines, both jet (reaction) engines and piston (reciprocating) engines.

BACKUP STOCKS. Terminal **PWRMS** held for Military Services use that must be delivered to the requiring activity.

BARREL. Standard unit of measurement of petroleum liquids consisting of 42 U.S. standard gallons at **60°F.**

BONDED FUEL. Product imported from foreign sources into the United States and Puerto Rico for use in aircraft and vessels with off-shore destinations/missions. This product is exempt from the import allocation program unless used for purposes that do not qualify under the bonded **fuel** program.

BREAKOUT TANKAGE. Storage tanks utilized by pipeline liquids operators for intermediate storage in order to facilitate product deliveries.

BULK PETROLEUM PRODUCTS. Liquid petroleum products which are **normally** transported **by** pipeline, rail tank car, road tank truck, road tank **trailer, barge,** harbor, or coastal tanker and ocean going tanker and stored in a tank or container having a fill capacity greater than 55 U.S. gallons.

COMMON-SERVICING. That function (provision of bulk petroleum distribution and storage facilities and services) performed by one Military Service in support of another Military Service for which reimbursement is not required from the Service receiving the support.

CONTAMINATED PRODUCT. An off-specification product resulting from mixing with another product or products of different type and grade or by introduction of foreign matter such as rust, dirt, or water.

CONTRACTING OFFICER REPRESENTATIVE. An authorized representative of the contracting officer who is responsible to and under supervision of the contracting officer for those actions delegated by the contracting officer. The selection, appointment, and termination of appointment of CORS is made by the contracting officer and so documented.

CROSS-SERVICING. That function (provision of bulk petroleum distribution and storage facilities and services) performed by one Military Service in support of another Military Service for which reimbursement is required from the Service receiving the support.

DEFENSE FUEL AUTOMATED MANAGEMENT SYSTEM (DFAMS). An automated data system with a central data base which incorporates MI LSPETS transactions. DFAMS is designed to (1) integrate bulk fuel management data (inventory, financial, procurement, requirements, and distribution), (2) incorporate GAO approved accounting principles and standards to ensure proper inventory/financial accounting, and (3) provide DFSC and other DoD components with management information required to support decisions and actions in meeting the fuel needs of the Military Services and Federal Agencies.

DFSC CONTRACT BULLETIN. A publication distributed by DFSC to disseminate information concerning all contracts awarded for direct support of installations. A separate contract bulletin is published for each of several selected purchase programs, e. g., east/west Coast Marine Regions I through 8, Alaska, and so on.

DEFENSE FUEL SUPPORT POINT (DFSP). Bulk fuel terminals operated by the military, commercial contractors, NATO, or foreign governments. DFSPs receive, store, and issue DLA-owned product in support of retail activities of the Military Services or other Government Agencies. NOTE: Breakout tankage associated with commercial pipeline companies are not designated as DFSPs. These tanks are part of the pipeline system which are used by pipeline companies as temporary in transit storage of fuel being transported under a tariff agreement.

DESIGNATED INTERMEDIATE CONTROL POINT (DICP). An assigned activity that provides AUTODIN transmission of MI LSPETS documents for a reporting activity without that capability.

DISTRIBUTION PLAN. A summarization of contract award data prepared and published by DFSC to advise CONUS and overseas fuel regions and other petroleum management activities of how all requirements of a specified procurement program and-delivery period will be supported.

DISTRIBUTION PLAN AUTHORIZATION (DPA). Establishes the maximum quantity of a product which may be ordered against all contracts managed by a particular fuel region or JPO.

DEPARTMENT OF DEFENSE ACTIVITY ADDRESS CODE (DoDAAC). A distinct **six-position** alphanumeric code assigned to identify specific "units, activities, or organizations. This code is used for the first six positions of a document number. The codes are published in DoD 4000.25-6-M, Department of Defense Activity Address Directory.

DOWNGRADING. The procedure by which an off-specification or **contaminated** product is approved for use as a lower grade of the same or similar product.

ECONOMIC RESUPPLY QUANTITY (BULK FUELS ONLY). That quantity, based upon mode of transportation, which comprises the optimum **resupply** quantity. Factors usually included are:

- a. Usable capacity of the installation.
- b. Desired delivery frequency.
- c. Depth of waterway.
- d. Volume rates.
- e. Maximum capacity of vessel.
- f. Minimum tender acceptable.
- g. Availability of transport facilities.

EMERGENCY DISTRIBUTION PLAN (EDP). The EDP shows how the **PWRMS** being held at a CONUS DFSP or **military** installation will be delivered to the requiring activity and the estimated daily delivery rates. The tentative arrangement for CONUS activities are made by the **CONUS** DFRs using data from the Inventory Management Plan (IMP) and **associated** data.

FLOATING STORAGE UNIT (FSU). MSC tanker or Maritime Prepositioned Ship used as a war reserve storage when land based storage is not economical or available in adequate quantity.

GAGING (GAUGING). Gaging is the act of measuring the height of the product in a tank, the depth of water, if any, and the fuel temperature. Product sampling is occasionally performed in connection with gaging operations.

GROUND PRODUCTS. Those refined petroleum products normally intended for use in administrative, combat, and tactical vehicles, materiel handling equipment, special purpose vehicles, and stationary power and heating equipment. Products include motor gasolines, diesel fuels (excluding **DFM**), fuel oils, kerosene, and ground equipment lubricating oils.

IMPORT ALLOCATION. A specific volume of a product that is allowed to be imported free of license fees from foreign sources into the United States and Puerto Rico for use by DoD.

INTO-PLANE. The requirement/procurement of fuel and lubricating oils for contractor delivery into Government-owned aircraft normally at nonmilitary air facilities.

MA L POSITIONED WAR RESERVES. Terminal-held war reserve stocks that cannot be moved to the facility for which they are backup stocks before properly positioned war-reserves would-be drawn down to the regional war reserve safety level.

MARINE FUELS. Those refined petroleum products normally used in the propulsion of ships and boats and for the operation of marine equipment. Products include F76, NDF and NSF. Although F76 is primarily a marine fuel, it also has substantial application as a ground fuel.

MAXIMUM FILL LEVEL. The highest point to which a petroleum storage tank may be filled with a product, allowing for product expansion and other safety considerations.

MIKE (M). Single letter abbreviation used to designate units in thousands; e.g. , 200,000 barrels equals 200M BBLs.

NONRECOVERABLE TANK BOTTOMS. The quantity of fuel below the suction manifold or drawoff line of storage tank. This quantity is not available in normal operations.

OCEAN TERMINAL. An installation capable of discharging and loading oceangoing tanker.

ON-BASE STOCKS. Stocks owned by the Military Services and used to support the retail mission. On-base stocks and retail stocks are synonymous in normal usage; however, being located on-base does not in itself make the stock "retail in nature" since many wholesale terminals (D FSPs) are located on a base.

ON ORDER BUT UNDELIVERED. The quantity of a product, for which orders have been placed on a DFSC contract during a month, but has not been received into inventory as of the report date.

PACKAGED FUELS. Those bulk petroleum fuels which, because of operational necessity, are packaged and supplied in containers of 5- to 55-gallon capacity. Fuels in military collapsible containers of 500-gallon capacity or less will also be included.

PACKAGED PETROLEUM PRODUCTS. Petroleum products (generally lubricants, oils, greases, and specialty items) normally packaged by a manufacturer and procured, stored, transported, and issued in containers having a fill capacity of 55-u. s. gallons or less.

PEACETIME ACQUISITION OBJECTIVE. The maximum quantity of materiel authorized to be on hand and on order to sustain current operations. **It consists** of. the safety level quantity, pipeline time quantity, and economic resupply quantity.

PEACETIME OPERATING ASSETS (POA). Those assets on hand and on order to satisfy the POA.

PEACETIME OPERATING STOCK (, POS). Those stocks of materiel on hand to satisfy the PSO.

PEACETIME STOCKAGE OBJECTIVE (PSO). The maximum quantity of fuel authorized to sustain peacetime operations. It represents the lowest practical level calculated to provide adequate and economical supply support.

PEACETIME STOCKAGE OBJECTIVE REQUIREMENT (PSOR). The computed PSO required to sustain peacetime operations in support of a DFSP. The PSOR becomes the authorized PSO unless demanding circumstances (i.e., economics, flexibility, war reserve requirements, funding constraints etc.) dictate otherwise. If so, the PSO is adjusted accordingly.

PIPELINE FILL. The gross volumetric capacity of all cross-country pipelines between storage locations. (Pipelines within a terminal are part of manifold fill quantity.)

PIPELINE TIME QUANTITY. That quantity calculated by multiplying the daily demand rate **by** the amount of time, in days, required to deliver **product** from source-to terminal , including **discharge and** settling times as applicable.

PRE-POSITIONED WAR RESERVE MATERIEL REQUIREMENT (P WRMR). That portion of the war reserve materiel requirement that approved Secretary of Defense guidance dictates be reserved and **pre-positioned** prior to hostilities at or near the point of planned use or issue to the user to reduce reaction time, and to ensure" timely support of the specific force or project until replenishment can be effected.

PRE-POSITIONED WAR RESERVE MATERIEL REQUIREMENT, BALANCE (PWRMRB). That portion of the **PWRMR** which has not been acquired or funded. This level consists of the **PWRMR** less the **PWRMRP**.

PRE-POSITIONED WAR RESERVE MATERIEL REQUIREMENT, PROTECTABLE (PWRMRP). That portion of the **PWRMR** which is protected for purposes of procurement, funding, and inventory management.

PRE-POSITIONED WAR RESERVE MATERIEL STOCK (P WRMS). The on hand assets designated to satisfy the **PWRMR**. It should be dedicated, **set-**aside, and quantifiable stocks of militarily suitable products.

PRODUCT DETERIORATION (USE) LIMITS. The extent that properties of a product may change without rendering the product unsuitable for its intended use.

PROPERTY ADMINISTRATION. A DoD contract administration function with prescribed uniform procedures and techniques designed to (1) meet management data requirements of the Government, and (2) assure the contractor's performance of property control in protecting the interest of the Government at minimum cost.

PROPERTY ADMINISTRATOR. An authorized representative of the contracting officer appointed/assigned to administer the contract requirements and obligations relating to Government property.

QUALITY ASSURANCE (PROCUREMENT). A contract administration function (including inspection) performed by the Government (QA Representative) to determine: whether a contractor has fulfilled the contractor obligations/ requirements pertaining to quality and quantity of products and related services. (Note: QA ends and QS begins when the product is accepted by the QAR; " acceptance of product represents the transfer of ownership from contractor to Government.)

QUALITY ASSURANCE-REPRESENTATIVE. An authorized representative of the contracting officer who performs procurement quality assurance functions of petroleum products at contractor refineries and supply facilities' before such products become Government property. (Note: DCAS QARs perform QA in CON US; DFSC QARs perform QA and QS overseas.)

QUALITY REPRESENTATIVE. An organizational title assigned to an individual responsible for procurement quality assurance or quality surveillance functions.

QUALITY SURVEILLANCE. The aggregate of measures (blending, sampling, stock rotation, etc.) used to determine and maintain the quality of Government-owned bulk petroleum products to the degree necessary to ensure that such products are suitable for their intended use.

QUALITY SURVEILLANCE REPRESENTATIVE. An authorized representative of the contracting officer who performs quality surveillance functions of petroleum products at a contractor's storage facility, loading, or discharging ports and associated commercial pipeline facilities in CON US.

RECLAMATION. The procedure that will restore or change the quality of a contaminated or off-specification product so that it will meet the specification of the original product or a lower grade product.

REDISTRIBUTION ORDER. A document directing the movement of product between DFSPS; controlled by DFRs.

REGIONAL WAR RESERVE SAFETY LEVEL. Minimum safety level included in **PWRMR** planning factors for planning regions and areas established in JCS Pub 3.

REQUIREMENTS BALANCE. A computed difference between the quantity slated for tanker delivery during a month and the actual quantity received from tankers (**DFSC** cargo number) during the month.

REQUIREMENTS OBJECTIVE. The maximum quantity of materiel authorized to be on hand and on order to sustain current operations and objectives. It consists of the POA, unusable inventory, and the **PWRMRP**.

RESPONSIBLE OFFICER. An individual, either civilian or military, responsible for the proper custody, care, and safekeeping of property entrusted to his possession or under his supervision to include pecuniary liability for any loss which might occur because of failure to exercise this obligation. (See also Accountable Officer.)

RETAIL. Of or pertaining to petroleum products held primarily for direct issue to an end use customer (aircraft, vehicle, heating plant, **etc**). Products are normally located on a military installation and owned by Military Services.

SAFETY LEVEL. The quantity of the PSO required to be on hand to permit continuous operations in the event of minor interruption of normal replenishment or unpredictable fluctuations in demand.

SALES. The total of all MI **LS** PETS transactions involving the physical receipt of **DLA-owned** product by an authorized Service/Agency customer from a DFSP or direct from a contractor that result in DFSC billing. Customer returns of product for credit are subtracted from the product receipt total to obtain net sales.

SHELL CAPACITY. The gross volumetric capacity expressed in barrels of a petroleum storage tank, including nonrecoverable tank bottoms.

SLATES. Monthly reports of planned requirements for tanker delivery. **CONUS slates** cover four months; overseas slates cover five months.

SOURCE IDENTIFICATION AND ORDERING AUTHORIZATION (SIOATH) FORM. The **SIOATH** is a form used to advise the contractor **supply source the** effective price(s) for activities authorized to **order** or requisition product from that source and the target quantity to be withdrawn by each. It also advises the ordering activities of all the supply data necessary to schedule product and place a proper order.

STOCK FUND. A revolving fund established to finance costs of inventories of *supplies*. **Stock funds** are authorized **by** specific provision of law and are chartered by the Secretary of Defense to finance a continuing cycle of operations. Reimbursements and collections derived from sale of inventory to customer activities are available

for use by a stock fund without further action by Congress. **Whole-sale** inventories are financed by the Defense Stock Fund while retail level inventories are financed by the stock funds of the respective Military Services.

STOCKAGE OBJECTIVE. The maximum quantity of materiel authorized to be on hand to sustain current operations and objectives. It consists of the PSO, unusable inventories (tank bottom, **manifold**, and pipeline fill) and the **PWRMRP**.

SUPPLEMENTARY ACTIVITY ADDRESS. The activity address in cases where the recipient of stock or the billing activity is other than the requisitioner.

TANKAGE. Refers to bulk petroleum storage tanks. The following terms are particularly applicable to tankage:

TANKAGE EXPANSION SPACE (VAPOR SPACE). Space at top of tank which is reserved for expansion of contents resulting from increases in temperature.

ULLAGE (or Outage). The difference between the top surface of the **liquid** in a drum, tank car and the top of the container, **also** the difference between the full (rated) capacity and actual contents of a storage container. In some tanks (and tank cars) it is the difference between a reference mark and the surface of the liquid. It is important that some appreciable difference always exist in order to allow a free space for the expansion of the contents in case of a rise in temperature.

TANK WAGON. A delivery truck equipped with a meter, nozzle, 100 feet of hose, and making multiple deliveries. Seals are not required.

TOTAL ASSETS. Materiel on hand and on order to satisfy the RO, tank bottoms requirement, and pipeline and manifold requirements.

TRANSPORT TRUCK. A delivery truck equipped with a 15-foot hose (no meter). Capacity generally ranges from 5,200 to 7,800 gallons.

TRUCK AND TRAILER. A delivery truck equipped with a 15-foot hose (no meter). Capacity is normally 9,000 gallons minimum.

ULLAGE. The distance from the reference point at the top of the tank to the surface of the liquid level in the tank.

UNAVAILABLE STORAGE. The total amount of usable storage which is unavailable within the reporting complex, by product, due to tankage being out of service for repairs, cleaning, conversion, reserved for cross-country pipeline fill requirements, or any other reason which precludes the ability to receive serviceable product. (Such as empty

storage held in reserve for blending of fuels, maintenance of contaminated product, etc.)

UNUSABLE INVENTORY. That portion of the inventory required to prime the storage/distribution system. It consists of cross-country pipeline fill, manifold inventory, and tank bottom inventory below the suction line. The inventory is not available to meet day-to-day operations.

UNUSABLE STORAGE. The unusable space in a tank due to structural deficiencies, safe fill height restrictions, and displacement due to floating roof.

USABLE STORAGE. Total of all storage space and pipeline fill within a reporting complex, including tank bottom and manifold fill, but excluding expansion space at the top of a tank, i.e., the level to which storage can be filled.

USABLE STORAGE CAPACITY. Net volumetric capacity (including pipeline and manifold capacity) that can be used for product storage. It is measured from maximum fill level to, and including, nonrecoverable tank bottoms.

WAR MATERIEL REQUIREMENT (WMR). The quantity of an item required to equip and support the approved forces specified in the Secretary of Defense Planning and Programming Guidance Memorandum (Logistics Planning and Programming Guidance Section)¹ through the period prescribed for war materiel planning purposes.

WAR MATERIEL PROCUREMENT CAPABILITY (WMPC). The quantity of an item which can be acquired by orders placed on or after the day an operation commences (D-Day) from industry or from any other available source during the period prescribed for war materiel procurement planning purposes.

WAR RESERVE MATERIEL REQUIREMENT (WRMR). That portion of the WMR required to be on hand on D-Day. This level consists of the WMR less the sum of the peacetime assets assumed to be available on D-Day on WMPC.

WHOLESALE. Of or pertaining to petroleum products held primarily for delivery to a retail storage/distribution system before final issue to the end use customer (aircraft, vehicle, heating plant, etc.). Wholesale stocks are owned by DLA.

¹Copies available from Office of the Assistant Secretary of Defense (PA&E), Washington, D.C. 20301.

WORLDWIDE INVENTORY AND STORAGE PLAN (WISP). A DoD integrated plan of wholesale and retail bulk petroleum inventory/storage requirements designed to **eliminate** war reserve deficiencies and **mal** positioned stock; eliminate duplication of effort among DoD components and JCS; utilize DoD resources more efficiently; and assist in providing efficient financial management.

ADMINISTRATIVE INSTRUCTIONS

A. VOLUME, CHAPTER, SECTION, PAGE AND APPENDIX NUMBERING

1. The material in this manual is organized in volumes and chapters; the chapters in each volume pertain to major functional areas. There are five volumes as follows:

Vol I. Introduction to Bulk Petroleum
Vol II. Bulk Petroleum Management
Vol III. U.S. Government National Credit Card (SF 149)
Vol IV. Coal
Vol v. MILSPETS

2. Numbering System

a. Each chapter is divided into sections and paragraphs. The numbering system of **this manual** is designed to indicate the chapter and section for identification and reference purposes. Subdivisions of paragraphs are indicated by lower case letters, number in parentheses, and lower case letter in parentheses, in that order, as follows:

A. (SECTION)

1. (Subsection)

a. (Paragraph)

(1) (Subparagraph)

(a) (Subparagraph)

1. (Subparagraph)

a. (Subparagraph)

b. Appendices are identified by alphabetic and numerics to indicate an alphabetic grouping, e. g., **B1**, B2, **B3**.

c. Pages are numbered in a separate series for each chapter and appendix. Pages of a chapter are numbered in sequence with Arabic numerals beginning with 1. Each page number is preceded by the number of the chapter; for example: the second page of chapter three is numbered 3-2. The page numbering system of the appendices indicates the number of the appendix, i. e., **B1**_, B2_, etc. , followed by the page number of the appendix. Thus page 1 of appendix **B1** would be "**B1-1** ". When an index page(s) precedes an appendix, it will contain the alpha letter of the appendix and small Roman numerals, e.g. ,

the index to appendix C is numbered C-i. If introductory pages are included in an appendix, they will be designated by the alpha of the appendix and the page number, e.g. , A-1, etc.

B. PROPOSED CHANGES. The Defense Logistics Agency and the Defense Logistics Standard Systems Office prepared this manual in coordination with DoD Components. Send proposed changes through appropriate channels:

For changes to Volumes I, II, III, or IV:
Defense Logistics Agency (AT TN: **DRSO-M**)
Cameron Station
Alexandria, VA 22304-6100

For changes to Volume V:
Director
Defense Logistics Standard
Systems Office (AT TN: **DLSSO-CP**)
Suite 210
6301 Little River Turnpike
Alexandria, VA 22312-5044

C. AMENDMENTS

1. This manual is published in looseleaf form to facilitate revision to various pages and chapters. Revised pages will be identified with the manual number, change number, and page number. Specific line or paragraph changes will be indicated by a marginal line.

2. Amendments will be distributed in the form of changes, numbered consecutively beginning with Change Number 1. Each change will contain instructions for minor revisions that can be made by written/typed insertions and/or will transmit amended pages when there are major revisions,

D. INTERIM CHANGES. Interim changes shall be limited to those that relate only to procedural matters after coordination with the Military Departments. Changes will remain valid for no more than 180 days, unless earlier incorporated in amendments.

E. AVAILABILITY OF THE MANUAL. DoD Components may obtain copies of this manual through their own publication channels. Other Federal agencies and the public may obtain copies from:

HQ, Defense Logistics Agency
ATTN: **DLA-XPB**
Alexandria, VA 22304-6100

F. DEFINITIONS AND TERMS. Terminology peculiar to petroleum logistics, not adequately clarified in the text is explained in the Definitions and Terms.

FIGURES

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